Am I Ready to Organise a Workshop Decision Flow?

And where can I find guidance if I am not?

Start

Have I completed the 6 short **Digital Travellers Training Modules**?

Yes →

Do I know which vulnerable group(s) I want to deliver workshops to?

No → Complete the 6 **Training Modules** in a couple of hours

No → Consider: Who most needs support developing digital skills in my context?

Yes →

Have I completed the checklist in the **Guide: Planning A Workshop**? (The checklist breaks down planning your workshop into small steps)

No → Complete the Checklist

Yes →

You are ready!

If you still have questions, read the FAQ or Do's and Don'ts

Consult the **Guide: Planning Online Workshops** and see if online delivery is right for you!

Have I assessed my own digital skills?

No → Use the **Self-Assessment for Facilitators** to understand your strengths and where you may need help

Yes →

Have I assessed the needs of my target group(s)?

No → Use the **Needs Assessment for Workshop Participants** and speak to participants

Yes →

Yes / **No**

Have I decided if my workshop will be online or in person?

Have I created any partnerships with other organisations if I wish to do so? (Partnerships can help you reach your target groups)

No → Form your partnership(s)!

Yes